

22 JUL 79
DD/A REGISTRY
FILE: OM-1

MEMORANDUM FOR: Executive Officer to the DDA
ATTENTION: Chief, Regulations Control Division, ISS
FROM: James H. McDonald
Director of Logistics
SUBJECT: Proposed Employee Bulletin - Agency Energy
Committee

1. Attached is a proposed employee bulletin on the creation of an Agency Energy Committee.

2. It would be appreciated if this notice could be published as soon as possible. Please contact [redacted] Plans and Programs Staff, OL, [redacted], if you have any questions.

/s/ James H. McDonald

James H. McDonald

Att.

cc: EO/DDA ✓

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TRANSMITTAL SLIP		DATE
TO: EO/DDA		
ROOM NO. 7D24	BUILDING Hqs.	
REMARKS:		
<p><i>Reg. fwded to C/ROD/ISS 12/28/79</i></p> <p>ILLEGIB</p>		
FROM: Director of Registration		
ROOM NO.	BUILDING	

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EMPLOYEE

BULLETIN

EB No.

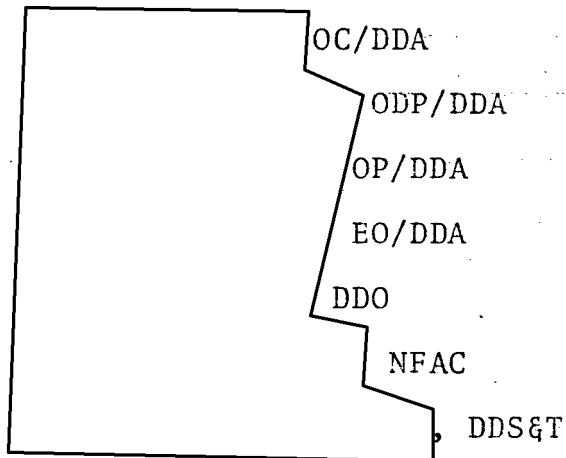
AGENCY ENERGY COMMITTEE

1. Energy conservation continues to be one of our highest national priorities. In order to ensure that this Agency participates fully in conservation measures, an Agency Energy Committee has been created to direct and monitor this Agency's conservation efforts.

2. Members of this Committee are:

James H. McDonald, Director of Logistics, Chairman

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3. The committee's responsibilities will consist of but are not limited to:

- a. Ensure Agency compliance with appropriate statutes and Executive directives related to energy usage.

b. Study and develop internal programs for energy consumption and monitor their compliance.

c. Assist in promoting good conservation practices amongst Agency employees.

d. Review all suggestions on energy conservation offered by Agency employees.

4. All employees are asked to cooperate with the committee in this effort to conserve energy. Questions may be directed to any member of the committee, or the Plans and Programs Staff,

OL

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